



# VILLAGE OF MARVIN

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## PLANNING BOARD MEETING MINUTES

October 20, 2020 – 6:30pm – Virtual Meeting

### AGENDA ITEMS

**1. Call to Order**

Chairman John Jones called the meeting to order at 6:32pm.

**2. Determine Quorum**

Chairman Jones determined that a quorum is present.

**Present:** Chairman John Jones

**Present Virtually:** Vice-Chair Kelly Cates, Paul Cappiello, Malinda Daniel, Michael Lavelle, Councilman Bob Marcollese (Council Liaison)

**Absent:** Mark Petersen, Kent Renner

**Staff Present:** Rohit Ammanamanchi, Austin W. Yow

**3. Adoption of the Agenda**

**MOTION:** Chairman Jones made a motion to adopt the agenda as presented. Michael Lavelle seconded the motion.

**VOTE:** The motion passed unanimously.

**4. Adoption of the Meeting Minutes for: 9/16/20**

**MOTION:** Chairman Jones made a motion to adopt the minutes from the 9/16/20 as presented. Vice-Chair Cates seconded the motion.

**VOTE:** The motion passed unanimously.

**5. Public Comment Period**

No comments were given.

### ITEMS OF DISCUSSION

**TIME STAMP 3:30**

**1. Adoption of the 2021 Planning Board Meeting Schedule**

The Planning Board briefly discussed proposed meeting dates for 2021.

**MOTION:** Chairman Jones made a motion to adopt the 2021 Planning Board Meeting Schedule as presented. Malinda Daniel seconded the motion.

**VOTE:** The motion passed unanimously.

**TIME STAMP 5:30**

**2. Discussion and Consideration of Sign Permit Application #20-12521: Barcroft Monument Sign**

Rohit Ammanamanchi, Village Planning & Zoning Administrator, briefed the Board on the sign permit application. He recommended approval as the application met all guidelines. The Planning Board, by unanimous consent, allowed Travis Manning of AH4R to speak and answer questions from the Board.

**MOTION:** Michael Lavelle made a motion to adopt the request for signage as submitted and to send it to Council with the Planning Board's approval. Vice-Chair Cates seconded the motion.

**VOTE:** The motion passed unanimously.

**TIME STAMP 15:50**

**3. Discussion of Zoning Text Amendment Application #20-12525: Various Text Changes to Marvin Gardens Development Standards Regarding Fuel Station/Convenience Store**

7-Eleven of Marvin Gardens is requesting to change their opening time from 6am to 4am, as well as the number of fueling positions from eight to twelve positions. They are also requesting to add an additional sign, so that the store has signs on both Providence and New Town Rd.

The Board inquired about the reasoning for the requests and discussed each request in depth.

**MOTION:** Michael Lavelle made a motion to not allow changes in the hours of operation for the fuel pumps. Malinda Daniel seconded the motion.

**VOTE:** The motion passed unanimously.

**MOTION:** Malinda Daniel made a motion to not change the hours of operation for the convenience store from 6am to 4am. Chairman Jones seconded the motion.

**VOTE:** The motion passed unanimously.

**MOTION:** Vice-Chair Cates made a motion to approve increasing the number of fuel positions from eight to twelve. Paul Cappiello seconded the motion.

**VOTE:** The motion passed unanimously.

**MOTION:** Michael Lavelle made a motion to allow a second wall sign and to leave the positioning of the sign to be determined by Council, subject to providing the state ordinance. Chairman Jones seconded the motion.

**VOTE:** The motion passed unanimously.

**TIME STAMP 1:23:40**

**4. Discussion of Minor Subdivision Application #20-12515: 3117 Waxhaw-Marvin Road, 1 Lot into 2 Lots**

Mr. Ammanamanchi briefed the Board on the application. Property owner Ross Allen wishes to subdivide his 8.12-acre lot in the Valhalla Farms neighborhood. There are existing structures on the property that are not compliant with current zoning, making them a non-conforming use. However, the structures predate the regulations, thereby grandfathering them in. The proposed subdivision meets all requirements.

The Planning Board, by unanimous consent, allowed property owner Ross Allen to speak and answer questions from the Board.

**MOTION:** Malinda Daniel made a motion to approve the request as submitted. Vice-Chair Cates seconded the motion.

**VOTE:** The motion passed unanimously.

**TIME STAMP 1:37:40**

**5. Update on Land Use Plan**

Mr. Ammanamanchi informed the Planning Board that there must be formal public hearing prior to the adoption of the 2020 Land Use Plan. Council will hold the hearing at the November 10 regular meeting.

**TIME STAMP 1:39:15**

**6. Update on Marvin Heritage District Name**

Mr. Ammanamanchi informed the Planning Board that the Village Council named the Village Center District as the Marvin Heritage District.

**TIME STAMP 1:40:20**

**7. Discussion and Consideration of Zoning District for Marvin Heritage District**

Mr. Ammanamanchi briefed the Planning Board on various types of zoning districts to be considered for the Marvin Heritage District. The Board asked questions and discussed the options in depth. The Planning Board came to a consensus to pursue the "One Conditional District with Conditional Uses" option.

**TIME STAMP 2:03:25**

**8. Discussion of Planning Board and Marvin Heritage District Strategic Plan Committee Relationship**

Mr. Ammanamanchi clarified the differences in responsibilities between the Planning Board and the Marvin Heritage District Strategic Plan Committee. He informed them that the Council agreed that the Planning Board should not have oversight over the Committee, except on matters that the North Carolina General Statutes and local ordinances state that the Planning Board has jurisdiction to review.

The Planning Board asked Mr. Ammanamanchi questions regarding duties, responsibility, and accountability of the newly-established Committee.

The Planning Board opted to table further discussion of this item to the November 16 Planning Board Meeting.

**TIME STAMP 2:37:00**

9. **Update on Development Finance Initiative (DFI) Contract for Economic Feasibility Study of Marvin Heritage District**  
Mr. Ammanamanchi briefed the Planning Board on upcoming economic feasibility study to be conducted by the Development Finance Initiative. The Board discussed this item in depth.

#### AGENDA ITEMS

**TIME STAMP 2:45:00**

1. **Review of Action Items**

- Mr. Ammanamanchi, per the Board's consensus, will move forward with the chosen zoning district.
- Mr. Yow will place Marvin Heritage District Strategic Plan Committee Update on the next agenda.
- Mr. Yow will place the tabled discussion of the Relationship between the Planning Board and the Marvin Heritage District Strategic Plan Committee on the next agenda.

**TIME STAMP 2:48:15**

2. **Board Member Comments**

**Chairman John Jones:** He stated that the look of the Marvin Heritage District should be based on current design of buildings in the District.

**Vice-Chairwoman Kelly Cates:** No comments.

**Paul Cappiello:** He thanked everyone.

**Malinda Daniel:** She stated it was nice seeing everyone.

**Michael Lavelle:** He thanked everyone for their time.

**Council Liaison Marcollese:** He said that it was a good meeting. He discussed the design of facades for store fronts at Publix and 7-Eleven at Marvin Gardens and the Marvin Heritage District.

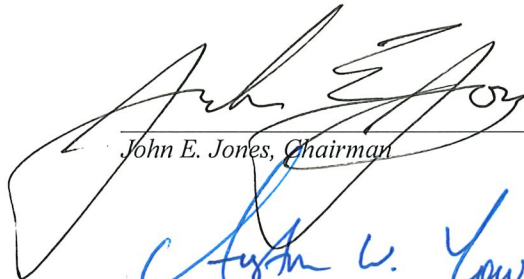
#### ADJOURNMENT


**MOTION:** Michael Lavelle made a motion to adjourn the meeting at 9:24pm. Chairman Jones seconded the motion.

**VOTE:** The motion passed unanimously.

Adopted: 11-17-20



  
John E. Jones, Chairman

  
Austin W. Yow  
Village Clerk & Assistant to the Administrator  
Village of Marvin